ARMY MEDICINE
One Team…One Purpose!
Conserving the Fighting Strength Since 1775

MEPRS TRAINING SYMPOSIUM

OUTPATIENT/INPATIENT WORKLOAD RECONCILIATION REPORTS

Running the OWRR and IWRR
Army MEPRS Program Office (AMPO)

28 October 2016

Overview

- Report Information
- Spool Outpatient Workload Reconciliation Report (OWRR)
- Spool Inpatient Workload Reconciliation Report (IWRR)
- Log Reports to Text File
- Move Reports to Excel
- Reconciliation

Background

- **Mike Martin, Senior Database Engineer/Data Analyst, designed the CHCS outpatient and inpatient workload reconciliation reports (OWRR and IWRR)**
- **MEPRS Program Managers (MPMs) can use them to reconcile DMHRSi hours against CHCS workload**
- **If the information does not match, MPMs can return DMHRSi timecards for correction**

Report Information

Report Information

- **Please ask your CHCS personnel to add the following menu options to your account:**
  - **GS INPT WORKLOAD RECON (Synonym IWRR)**
  - **GS OUTPT WORKLOAD RECON (Synonym OWRR)**
  - **NOTE: Facilities without an inpatient mission do NOT require the IWRR**
- **If the menu options are not available, please ask them to contact either**
  - **Mike Martin: james.m.martin82.ctr@mail.mil**
  - **He will add the adhocs to CHCS so Systems personnel can issue the options**

Spool Outpatient Workload Reconciliation Report (OWRR)

Spool OWRR

Type **OWRR** and press the **Enter** key

```
   1       Edit Workload
   2       Report Workload Menu
   3       Display Exceptions Report
   4       Manage Workload Templates
   5       System Definition Parameters
   6       Create Monthly Workload ASCII File to EAS
   7       Create Monthly Workload ASCII File to STARS/FL
   8       Workload Generation Controller

Select Workload Assignment Module Menu Option: OWRR
```

Spool OWRR

Type the **first day** of the month being processed and press the **Enter** key

```
   1       Edit Workload
   2       Report Workload Menu
   3       Display Exceptions Report
   4       Manage Workload Templates
   5       System Definition Parameters
   6       Create Monthly Workload ASCII File to EAS
   7       Create Monthly Workload ASCII File to STARS/FL
   8       Workload Generation Controller

Select Workload Assignment Module Menu Option: OWRR  Outp
Earliest APPOINTMENT DATE/TIME: FIRST// 1MAY2ØØ1
```

Spool OWRR

Type the **last day** of the month being processed and press the **Enter** key

```
   1       Edit Workload
   2       Report Workload Menu
   3       Display Exceptions Report
   4       Manage Workload Templates
   5       System Definition Parameters
   6       Create Monthly Workload ASCII File to EAS
   7       Create Monthly Workload ASCII File to STARS/FL
   8       Workload Generation Controller

Select Workload Assignment Module Menu Option: OWRR  Outpatient
Earliest APPOINTMENT DATE/TIME: FIRST// 1MAY2ØØ1   (Ø1 May 2ØØ1)
Latest APPOINTMENT DATE/TIME: LAST// 3ØMAY2ØØ1
```

Spool OWRR

Type the **correct division** and press the **Enter** key twice

```
Select Core Application Drivers Menu Option: WAM  Workload Assig


   1       Edit Workload
   2       Report Workload Menu
   3       Display Exceptions Report
   4       Manage Workload Templates
   5       System Definition Parameters
   6       Create Monthly Workload ASCII File to EAS
   7       Create Monthly Workload ASCII File to STARS/FL
   8       Workload Generation Controller

Select Workload Assignment Module Menu Option: OWRR  Outpatient
Earliest APPOINTMENT DATE/TIME: FIRST// 1MAY2ØØ1   (Ø1 May 2ØØ1)
Latest APPOINTMENT DATE/TIME: LAST// 3ØMAY2ØØ1   (3Ø May 2ØØ1)
Select APPT DIVISION: 1  DIV A - TRAINING HOSPITAL
Select another APPT DIVISION:
```

Spool OWRR

- Type **Q** and press the **Enter** key
- Type **SPOOL** and press the **Enter** key
- Type a memorable name (i.e., **initials owrr date**) and press the **Enter** key
- Type **Y** and press the **Enter** key three times

```
   4       Manage Workload Templates
   5       System Definition Parameters
   6       Create Monthly Workload ASCII File to EAS
   7       Create Monthly Workload ASCII File to STARS/FL
   8       Workload Generation Controller

Select Workload Assignment Module Menu Option: OWRR  Outpatient Workloa
Earliest APPOINTMENT DATE/TIME: FIRST// 1MAY2ØØ1  (Ø1 May 2ØØ1)
Latest APPOINTMENT DATE/TIME: LAST// 3ØMAY2ØØ1  (3Ø May 2ØØ1)
Select APPT DIVISION: 1  DIV A - TRAINING HOSPITAL
Select another APPT DIVISION:
DEVICE: Queue to print on
DEVICE: SPOOL  VMS file
Select SPOOL DOCUMENT NAME: rrm owrr may 2ØØ1
   Are you adding 'rrm owrr may 2ØØ1' as a new SPOOL DOCUMENT? Y  (YES)
EXPIRATION DATE: 28 Jun 2ØØ1//
Requested Time to Print: NOW//
```

Spool Inpatient Workload Reconciliation Report (IWRR)

Spool IWRR

- Facilities without inpatient facilities will **NOT** run this report
- Type **IWRR** and press the **Enter** key

```
   1       Edit Workload
   2       Report Workload Menu
   3       Display Exceptions Report
   4       Manage Workload Templates
   5       System Definition Parameters
   6       Create Monthly Workload ASCII File to EAS
   7       Create Monthly Workload ASCII File to STARS/FL
   8       Workload Generation Controller

Select Workload Assignment Module Menu Option: IWRR
```

Spool IWRR

Type the **first day** of the month being processed and press the **Enter** key

```
   1       Edit Workload
   2       Report Workload Menu
   3       Display Exceptions Report
   4       Manage Workload Templates
   5       System Definition Parameters
   6       Create Monthly Workload ASCII File to EAS
   7       Create Monthly Workload ASCII File to STARS/FL
   8       Workload Generation Controller

Select Workload Assignment Module Menu Option: IWRR  Inpa
Earliest ADMISSION DATE: FIRST// 1MAY2ØØ1
```

Spool IWRR

Type the **last day** of the month being processed and press the **Enter** key

```
   1       Edit Workload
   2       Report Workload Menu
   3       Display Exceptions Report
   4       Manage Workload Templates
   5       System Definition Parameters
   6       Create Monthly Workload ASCII File to EAS
   7       Create Monthly Workload ASCII File to STARS/FL
   8       Workload Generation Controller

Select Workload Assignment Module Menu Option: IWRR  Inpa
Earliest ADMISSION DATE: FIRST// 1MAY2ØØ1   (Ø1 May 2ØØ1)
Latest ADMISSION DATE: LAST// 3ØMAY2ØØ1
```

Spool IWRR

Type the **correct division** and press the **Enter** key twice

```
   1       Edit Workload
   2       Report Workload Menu
   3       Display Exceptions Report
   4       Manage Workload Templates
   5       System Definition Parameters
   6       Create Monthly Workload ASCII File to EAS
   7       Create Monthly Workload ASCII File to STARS/FL
   8       Workload Generation Controller

Select Workload Assignment Module Menu Option: IWRR  Inpa
Earliest ADMISSION DATE: FIRST// 1MAY2ØØ1   (Ø1 May 2ØØ1)
Latest ADMISSION DATE: LAST// 3ØMAY2ØØ1   (3Ø May 2ØØ1)
Select DIVISION: 1  DIV A - TRAINING HOSPITAL
Select another DIVISION:
```

Spool IWRR

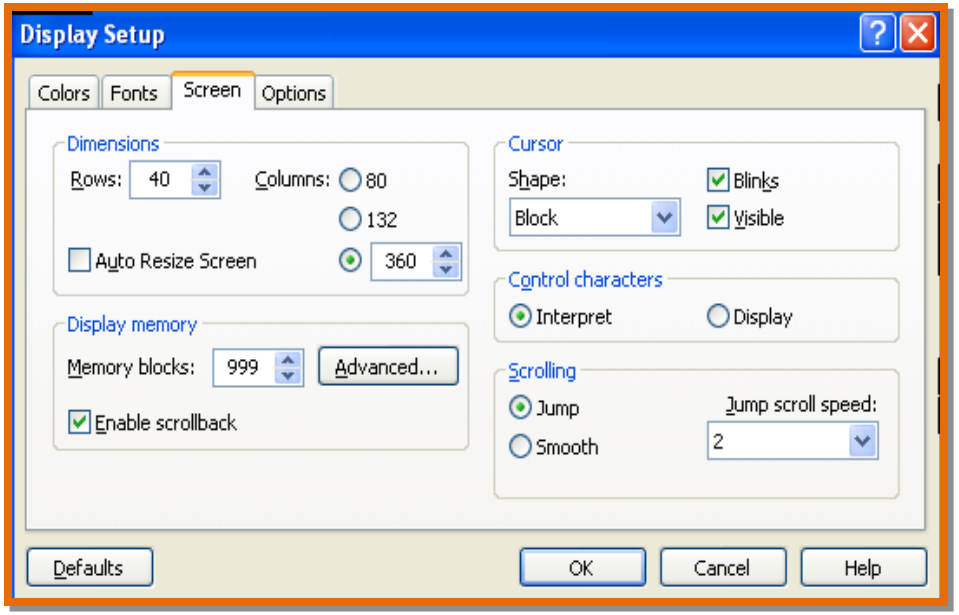
- Type **Q** and press the **Enter** key
- Type **SPOOL** and press the **Enter** key
- Type a memorable name (i.e., **initials owrr date**) and press the **Enter** key
- Type **Y** and press the **Enter** key three times

```
   4       Manage Workload Templates
   5       System Definition Parameters
   6       Create Monthly Workload ASCII File to EAS
   7       Create Monthly Workload ASCII File to STARS/FL
   8       Workload Generation Controller

Select Workload Assignment Module Menu Option: IWRR  Inpatient Workload
Earliest ADMISSION DATE: FIRST// 1MAY2ØØ1  (Ø1 May 2ØØ1)
Latest ADMISSION DATE: LAST// 3ØMAY2ØØ1  (3Ø May 2ØØ1)
Select DIVISION: 1  DIV A - TRAINING HOSPITAL
Select another DIVISION:
DEVICE: Queue to print on
DEVICE: SPOOL  VMS file
Select SPOOL DOCUMENT NAME: rrm iwrr may 2ØØ1
   Are you adding 'rrm iwrr may 2ØØ1' as a new SPOOL DOCUMENT? y  (YES)
EXPIRATION DATE: 28 Jun 2ØØ1//
Requested Time to Print: NOW//
```

Log Reports to Text File

Change CHCS Settings

Click on “Screen” and modify the following settings as shown below: Rows=40; Columns= 360 or 512; Memory blocks=999. You may also wish to adjust “Fonts” for appearance. Click “OK” to exit.



Log Reports to Text File

- **Follow the steps on the next few slides for both OWRR and IWRR**
- **Facilities without an inpatient mission will only need to retrieve the OWRR**

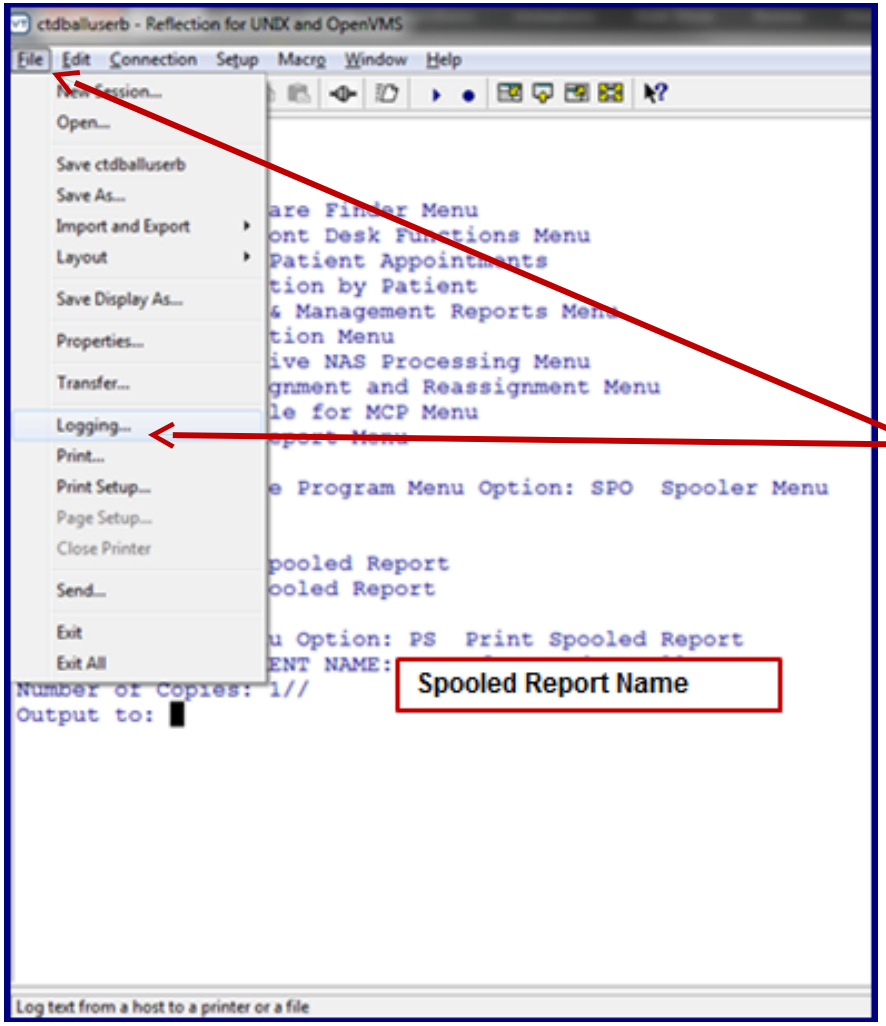
Log Reports to Text File

Type **SPO** to access the Spooler Menu, then type **PSR**.
Type the document name and press **ENTER** twice.

```
Select Managed Care Program Menu Option: SPO  Spooler Menu


   DSR     Delete Spooled Report
   PSR     Print Spooled Report

Select Spooler Menu Option: PS  Print Spooled Report
Select SPOOL DOCUMENT NAME: Spooled Report Name
Number of Copies: 1//
Output to:
```

STOP

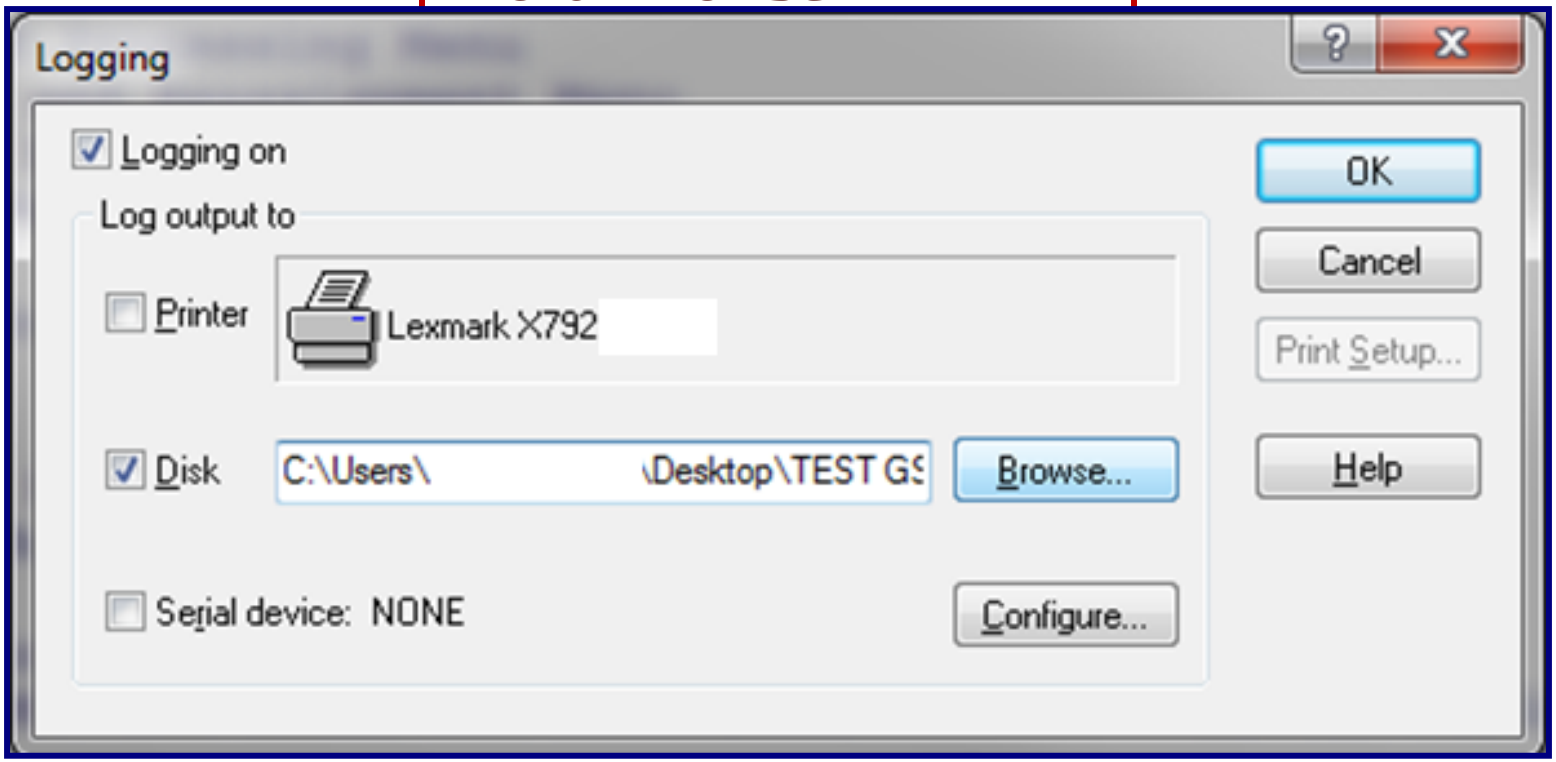
Log Reports to Text File



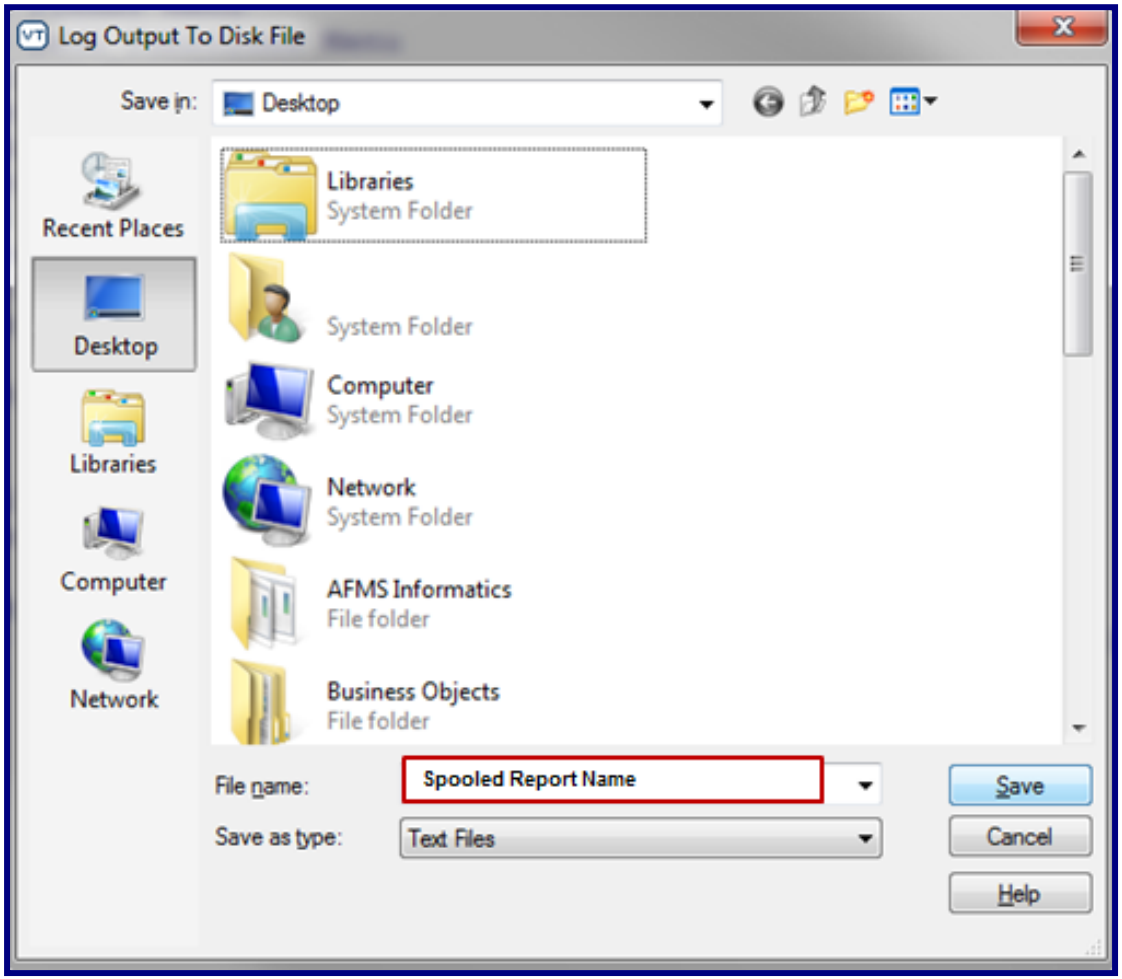
Click **File** and **Logging**

Log Reports to Text File

- Click **Logging on** and **Disk**
- Unclick **Printer**
- Click **Browse**



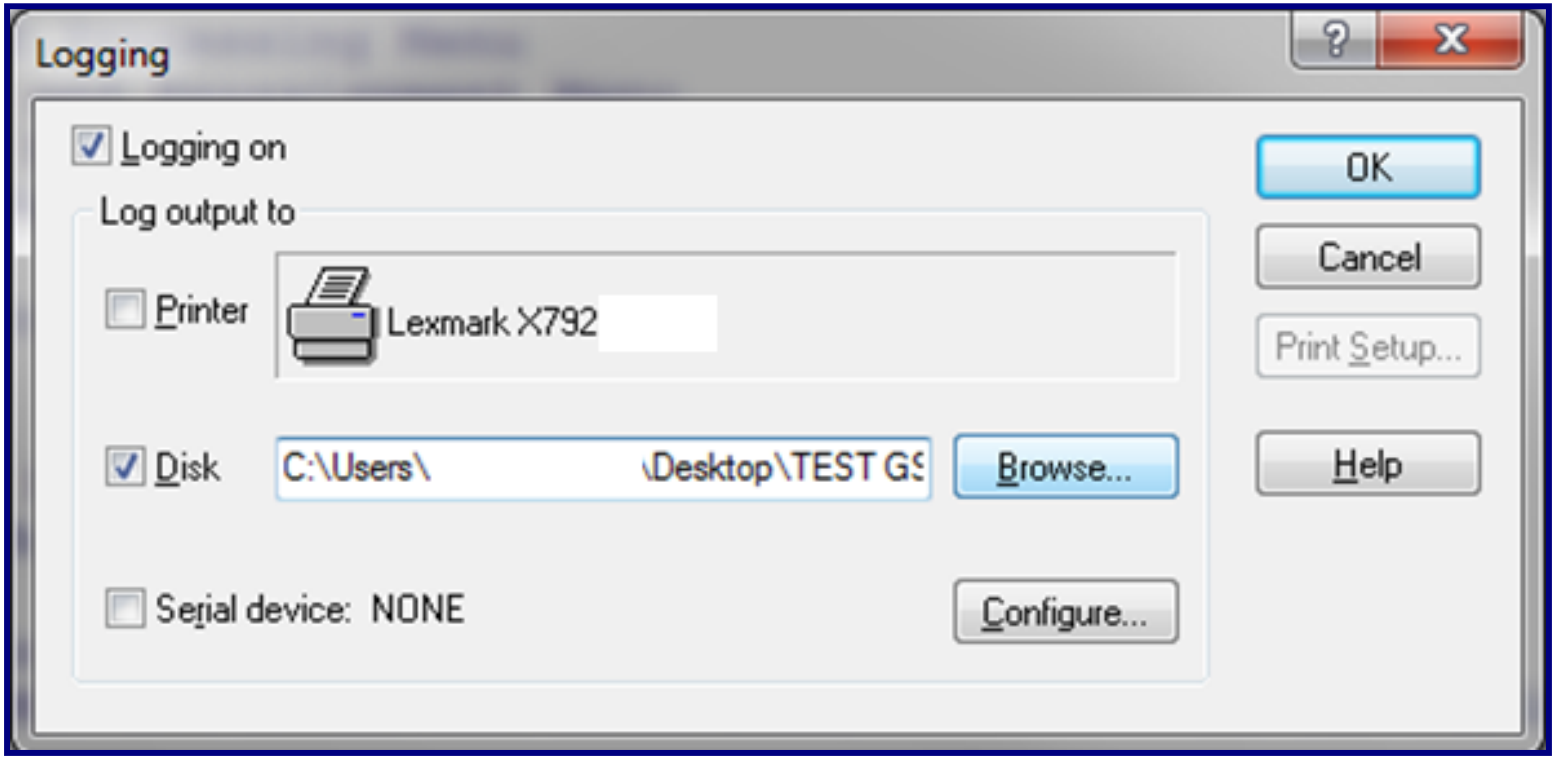
Log Reports to Text File



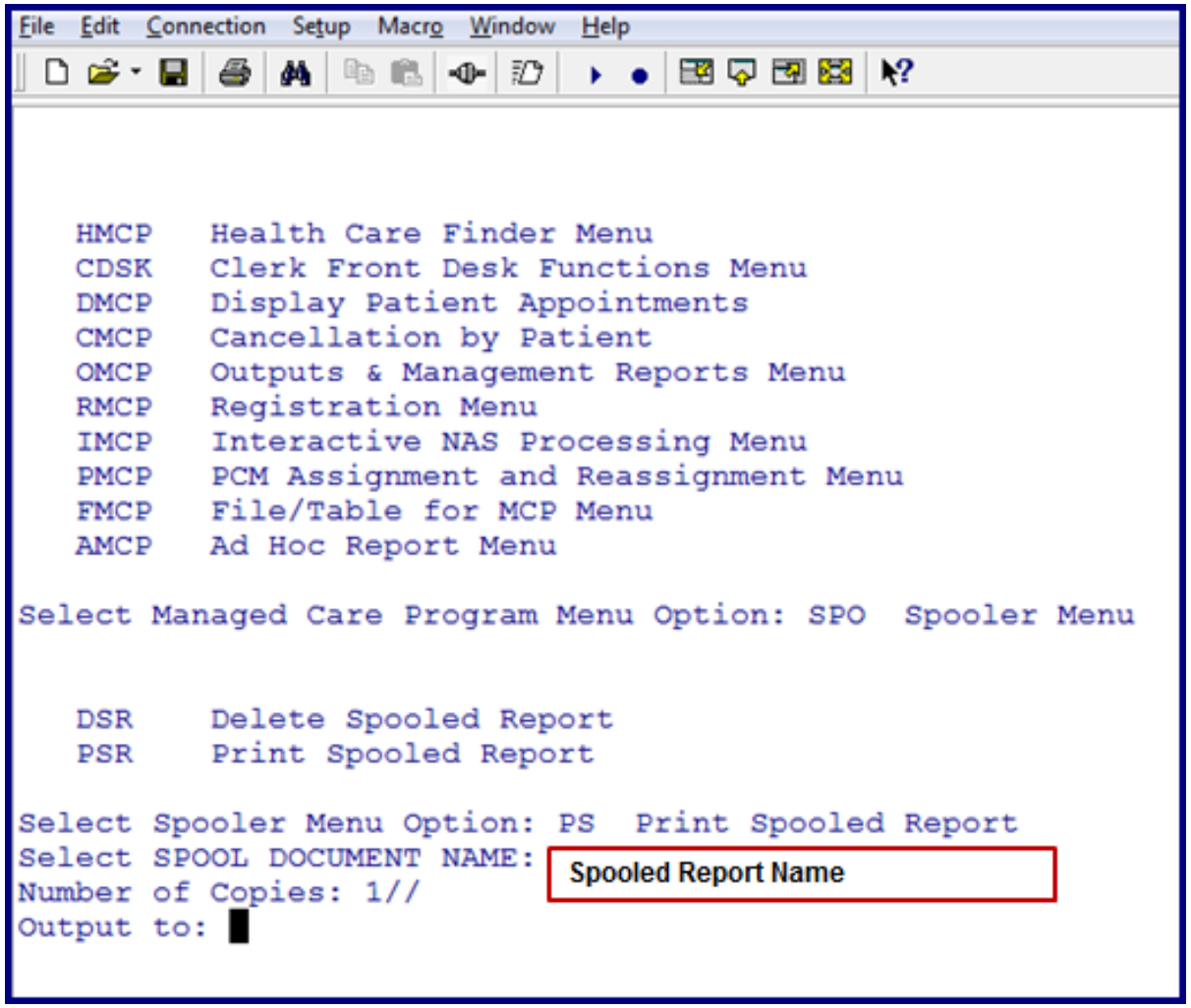
- Find preferred location
- Name the file
- Save as **Text Files** format
- Click **Save**

Log Reports to Text File

Click **OK**



Log Reports to Text File


File Edit Connection Setup Macro Window Help
HMCP Health Care Finder Menu
CDSK Clerk Front Desk Functions Menu
DMCP Display Patient Appointments
CMCP Cancellation by Patient
OMCP Outputs & Management Reports Menu
RMCP Registration Menu
IMCP Interactive NAS Processing Menu
PMCP PCM Assignment and Reassignment Menu
FMCP File/Table for MCP Menu
AMCP Ad Hoc Report Menu
Select Managed Care Program Menu Option: SPO Spooler Menu
DSR Delete Spooled Report
PSR Print Spooled Report
Select Spooler Menu Option: PS Print Spooled Report
Select SPOOL DOCUMENT NAME:
Spooled Report Name
Number of Copies: 1//
Output to:

Press **ENTER** to proceed

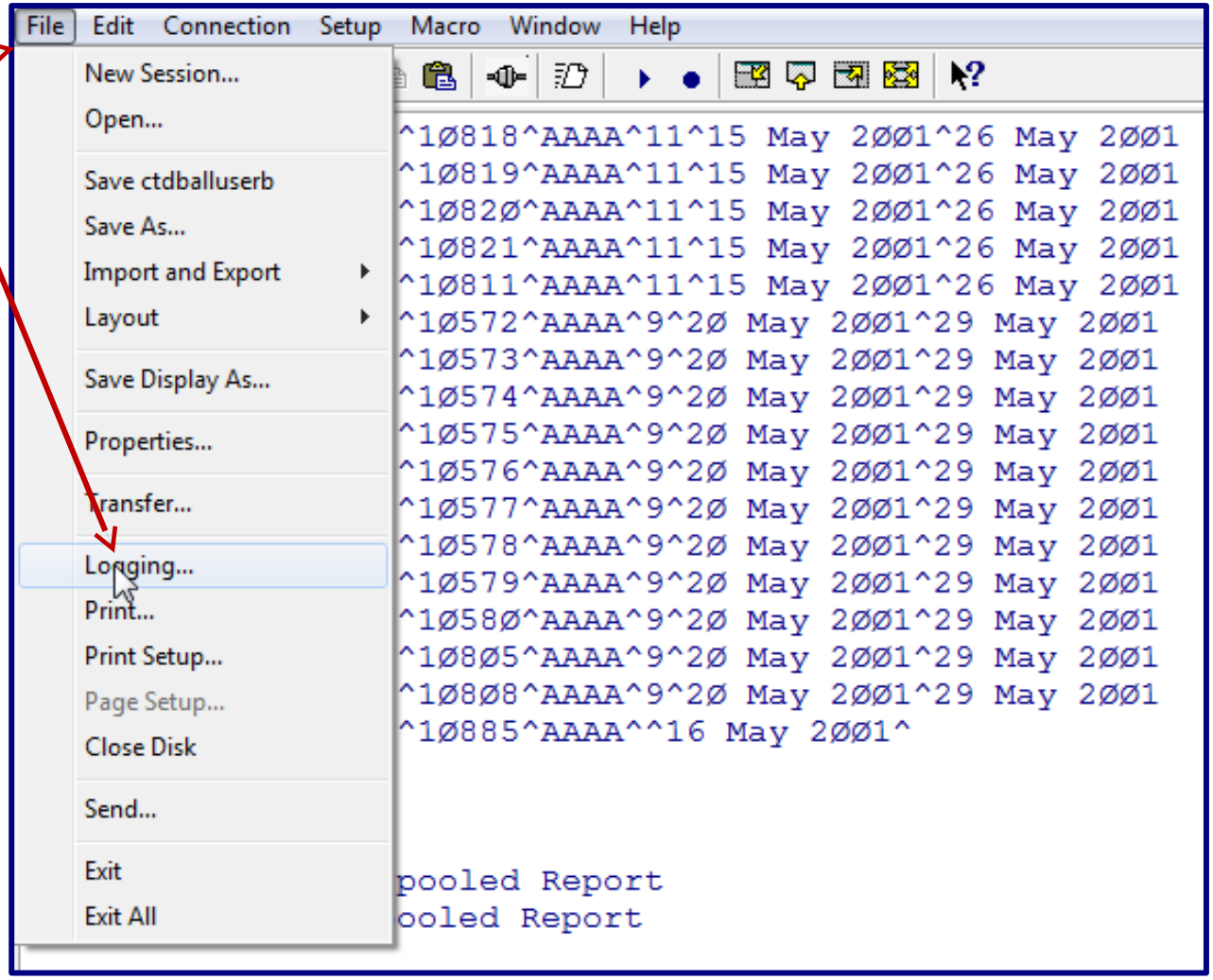
Log Reports to Text File

```
ØØ37^                ^1Ø818^AAAA^11^15 May 2ØØ1^26 May 2ØØ1
ØØ37^                ^1Ø819^AAAA^11^15 May 2ØØ1^26 May 2ØØ1
ØØ37^                ^1Ø82Ø^AAAA^11^15 May 2ØØ1^26 May 2ØØ1
ØØ37^                ^1Ø821^AAAA^11^15 May 2ØØ1^26 May 2ØØ1
ØØ37^                ^1Ø811^AAAA^11^15 May 2ØØ1^26 May 2ØØ1
ØØ37^                ^1Ø572^AAAA^9^2Ø May 2ØØ1^29 May 2ØØ1
ØØ37^                ^1Ø573^AAAA^9^2Ø May 2ØØ1^29 May 2ØØ1
ØØ37^                ^1Ø574^AAAA^9^2Ø May 2ØØ1^29 May 2ØØ1
ØØ37^                ^1Ø575^AAAA^9^2Ø May 2ØØ1^29 May 2ØØ1
ØØ37^                ^1Ø576^AAAA^9^2Ø May 2ØØ1^29 May 2ØØ1
ØØ37^                ^1Ø577^AAAA^9^2Ø May 2ØØ1^29 May
ØØ37^                ^1Ø578^AAAA^9^2Ø May 2ØØ1^29 May
ØØ37^                ^1Ø579^AAAA^9^2Ø May 2ØØ1^29 May
ØØ37^                ^1Ø58Ø^AAAA^9^2Ø May 2ØØ1^29 May
ØØ37^                ^1Ø8Ø5^AAAA^9^2Ø May 2ØØ1^29 May
ØØ37^                ^1Ø8Ø8^AAAA^9^2Ø May 2ØØ1^29 May 2ØØ1
ØØ37^                ^1Ø885^AAAA^^16 May 2ØØ1^



   DSR     Delete Spooled Report
   PSR     Print Spooled Report

Select Spooler Menu Option:
```

The file will print to screen **AND** to the saved text file

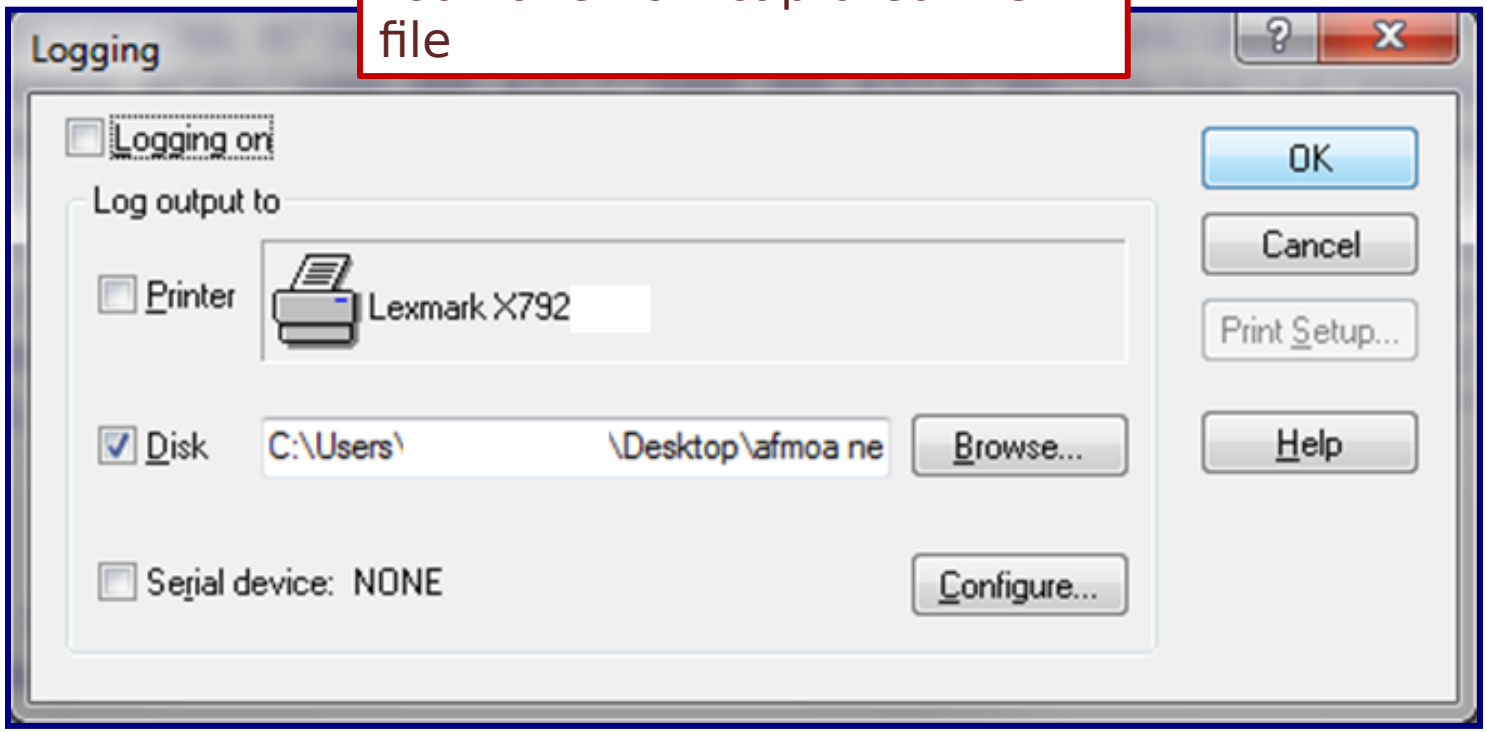
Log Reports to Text File

Click **File** and **Logging**



Log Reports to Text File

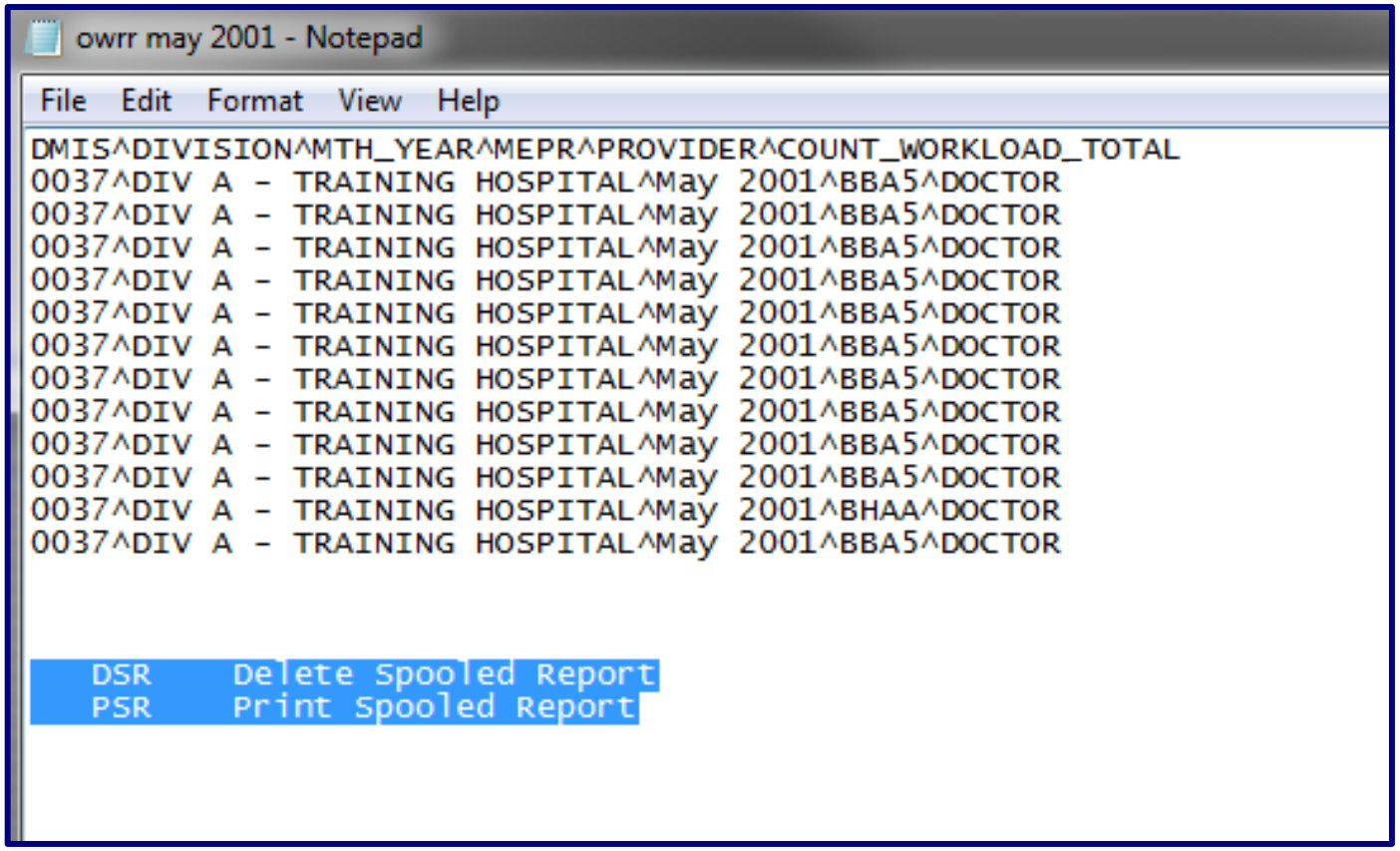
Unclick **Logging on** and click **OK**
You have now captured the file



Move Reports to Excel

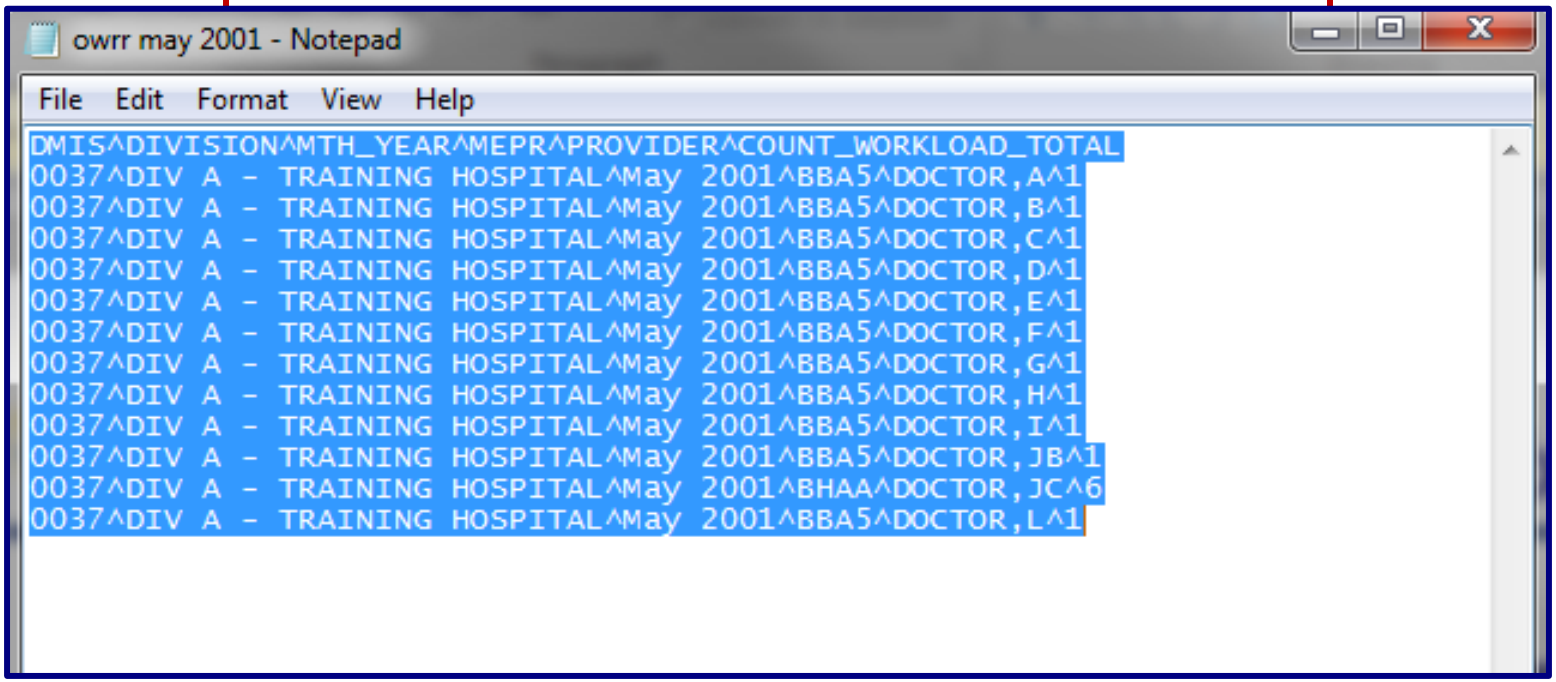
Move Reports to Excel

Open the saved text file and scroll to the bottom. Select and delete the characters after the last line of text. Click **Ctrl-S** to save.



Move Reports to Excel

Select the entire file (**Ctrl-A**) and copy (**Ctrl-C**)

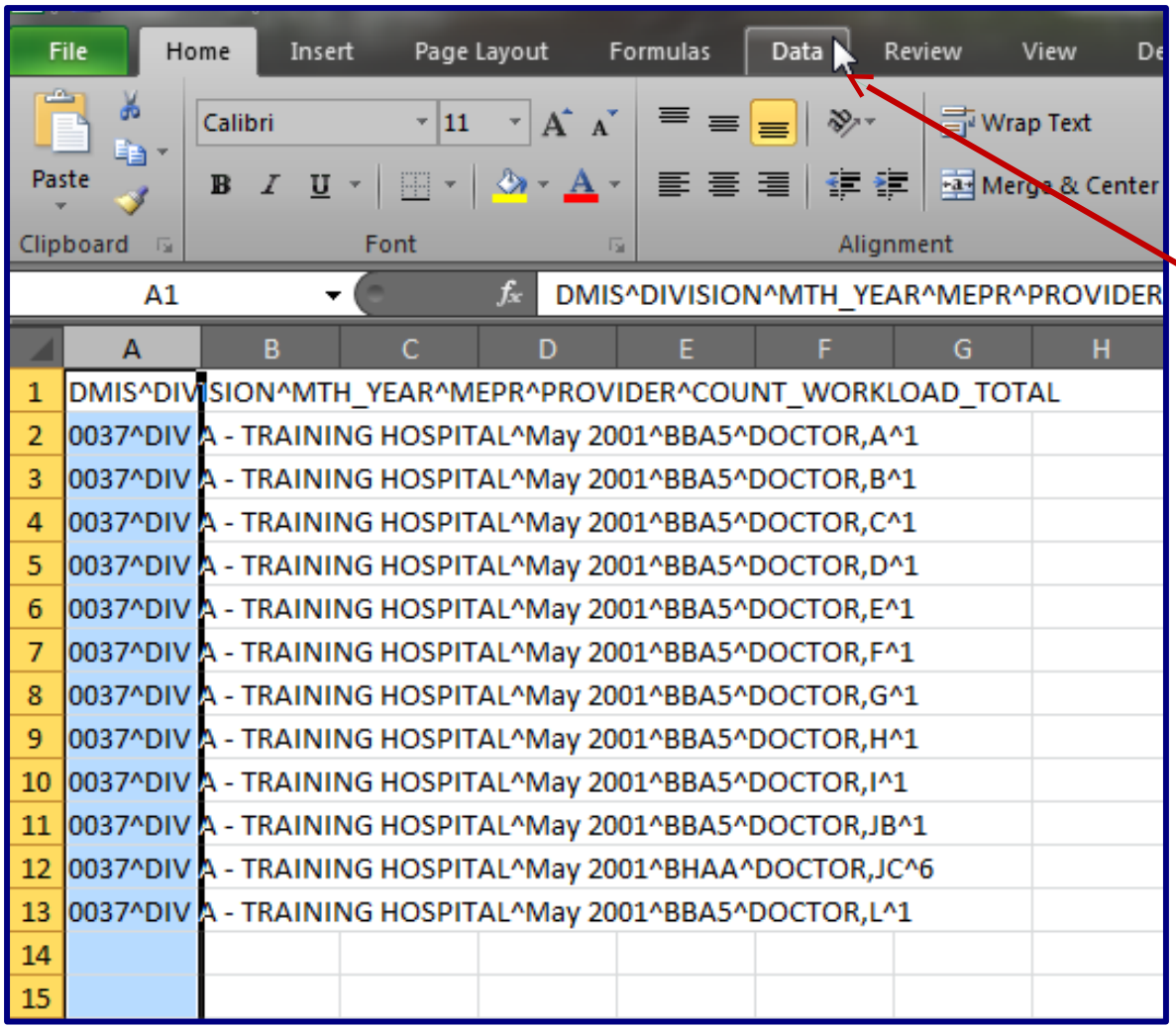

owrr may 2001 - Notepad
File Edit Format View Help
DMIS^DIVISION^MTH_YEAR^MEPR^PROVIDER^COUNT_WORKLOAD_TOTAL
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,A^1
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,B^1
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,C^1
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,D^1
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,E^1
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,F^1
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,G^1
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,H^1
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,I^1
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,JB^1
0037^DIV A - TRAINING HOSPITAL^May 2001^BHAA^DOCTOR,JC^6
0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,L^1

Move Reports to Excel

Open a blank Excel workbook and paste the text file (**Ctrl-V**)

1	DMIS^DIVISION^MTH_YEAR^MEPR^PROVIDER^COUNT_WORKLOAD_TOTAL
2	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,A^1
3	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,B^1
4	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,C^1
5	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,D^1
6	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,E^1
7	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,F^1
8	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,G^1
9	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,H^1
10	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,I^1
11	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,JB^1
12	0037^DIVA - TRAINING HOSPITAL^May 2001^BHAA^DOCTOR,JC^6
13	0037^DIVA - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,L^1
14	
15	

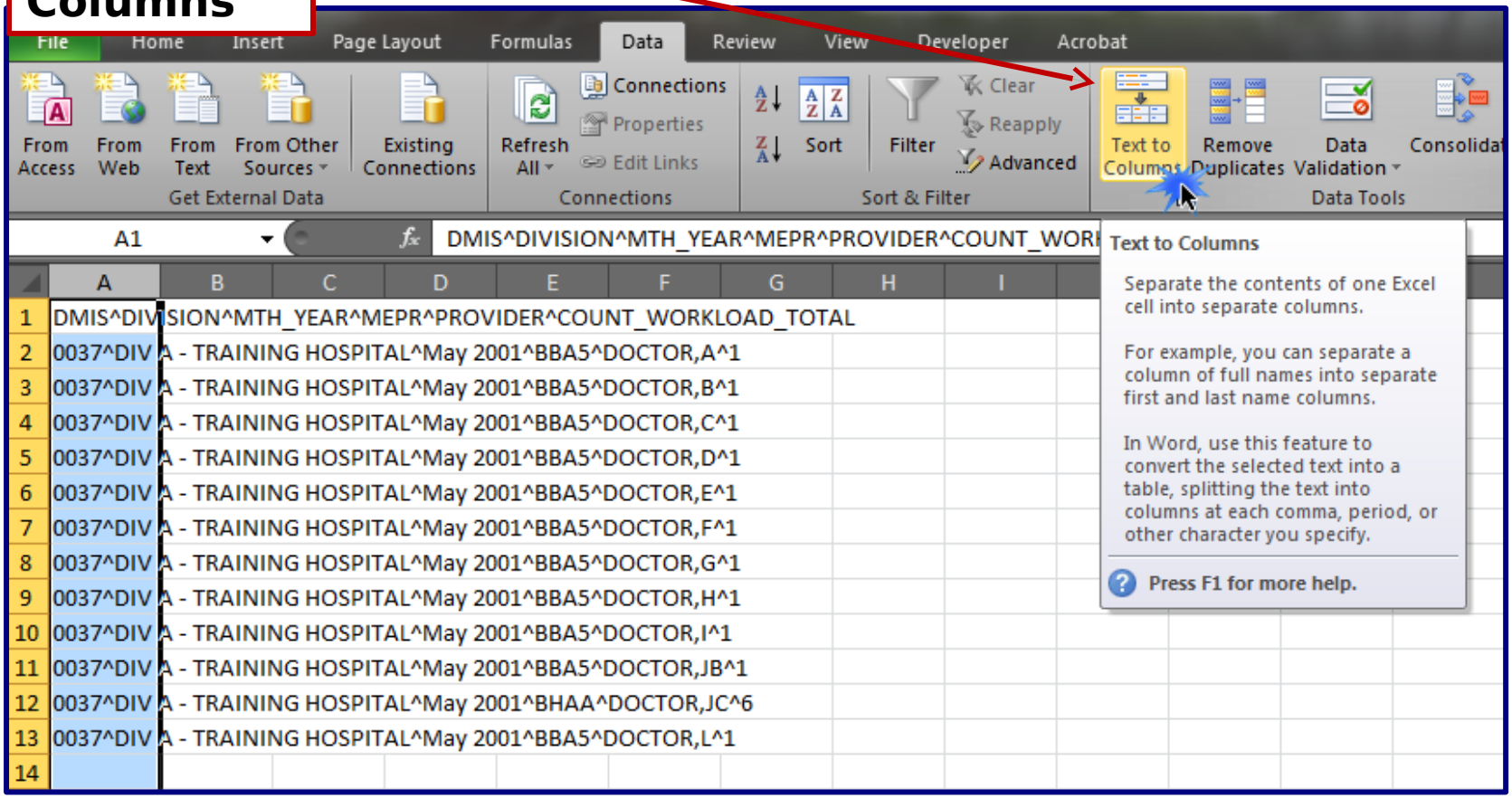
Move Reports to Excel



Click **Data**

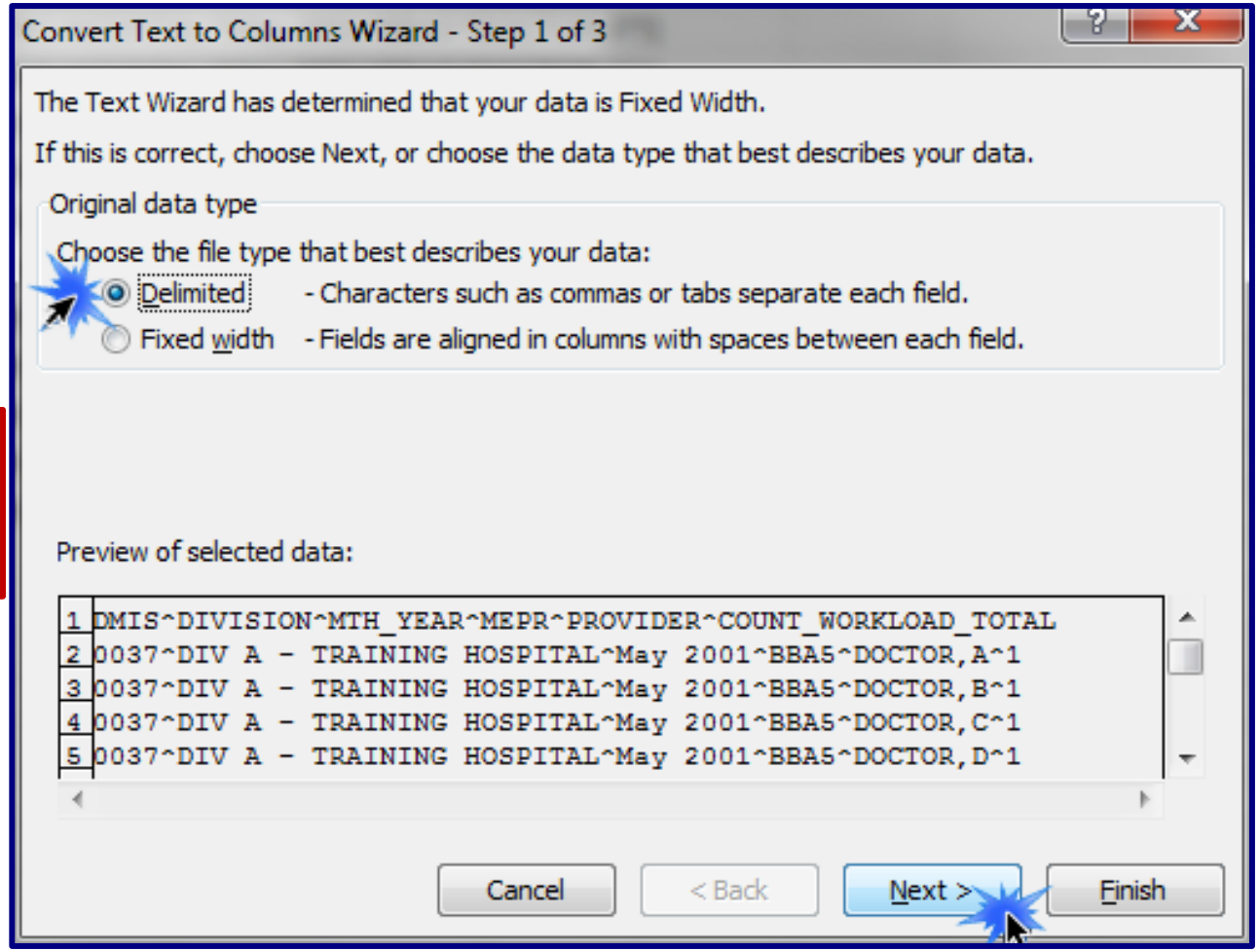
Move Reports to Excel

Click **Text to Columns**

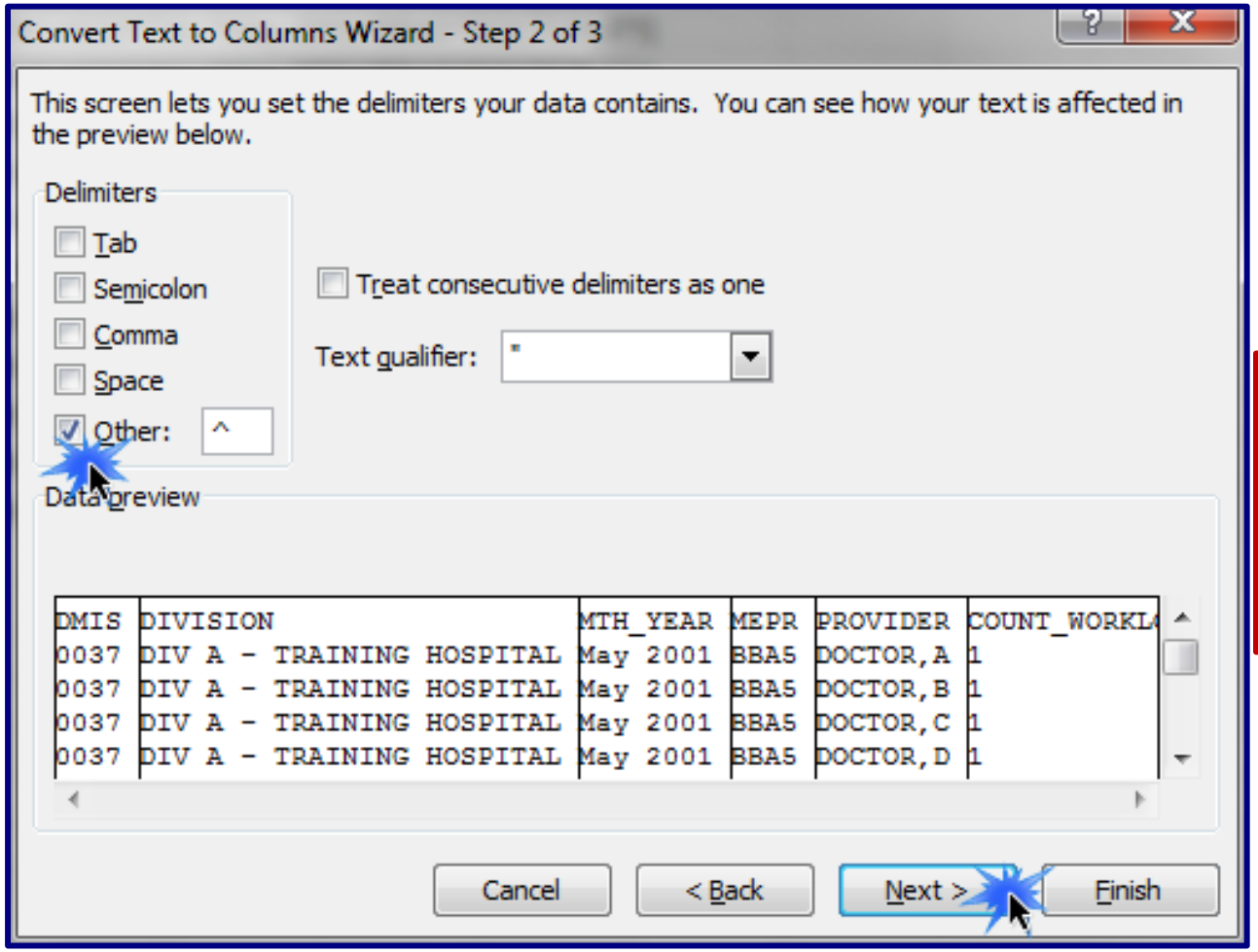


Move Reports to Excel

Select **Delimited** and click **Next**


Convert Text to Columns Wizard - Step 1 of 3
The Text Wizard has determined that your data is Fixed Width.
If this is correct, choose Next, or choose the data type that best describes your data.
Original data type
Choose the file type that best describes your data:
Delimited - Characters such as commas or tabs separate each field.
Fixed width - Fields are aligned in columns with spaces between each field.
Preview of selected data:
1 DMIS^DIVISION^MTH_YEAR^MEPR^PROVIDER^COUNT_WORKLOAD_TOTAL
2 0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,A^1
3 0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,B^1
4 0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,C^1
5 0037^DIV A - TRAINING HOSPITAL^May 2001^BBA5^DOCTOR,D^1
Cancel
< Back
Next >
Finish

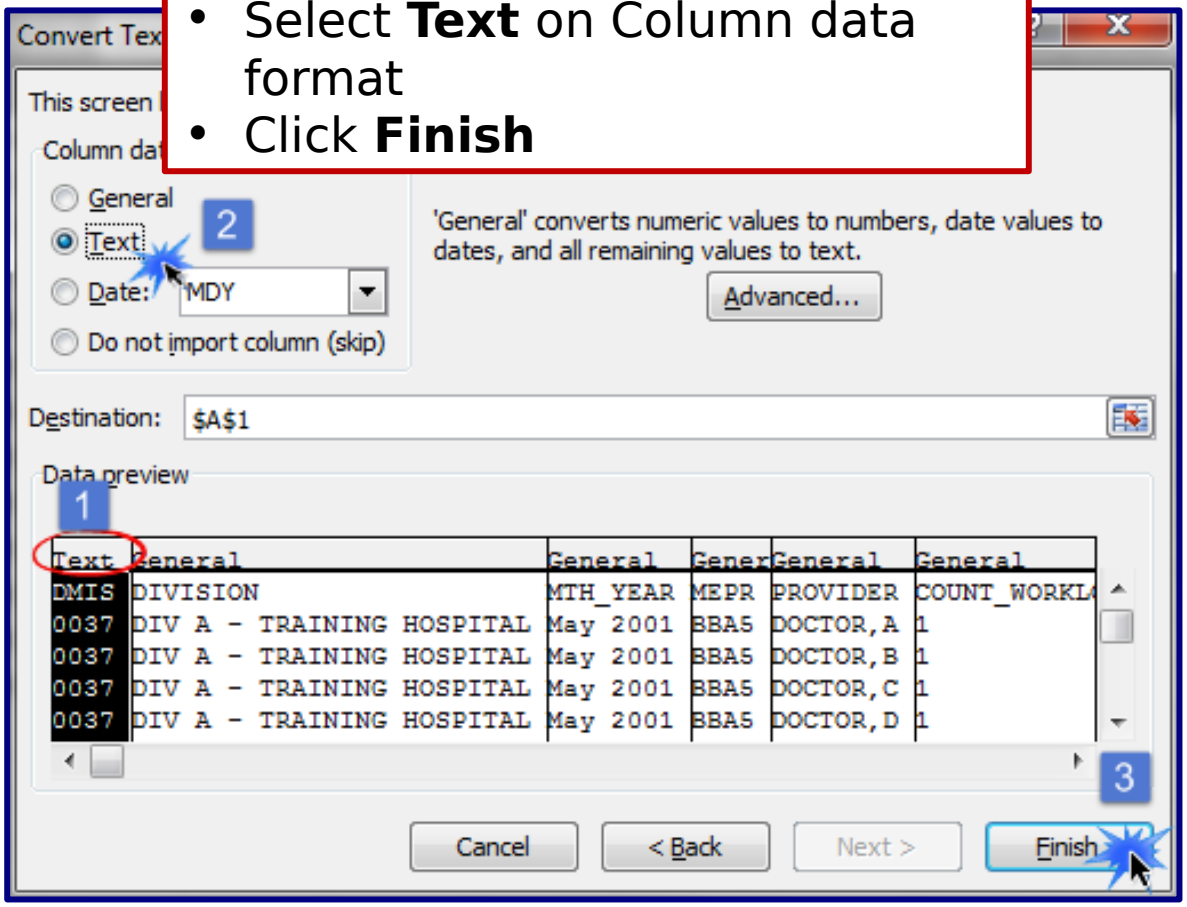
Move Reports to Excel


Convert Text to Columns Wizard - Step 2 of 3
This screen lets you set the delimiters your data contains. You can see how your text is affected in the preview below.
Delimiters
Tab
Semicolon
Comma
Space
Other: ^
Treat consecutive delimiters as one
Text qualifier: "
Data preview
DMIS DIVISION MTH_YEAR MEPR PROVIDER COUNT_WORKL
0037 DIV A - TRAINING HOSPITAL May 2001 BBA5 DOCTOR,A 1
0037 DIV A - TRAINING HOSPITAL May 2001 BBA5 DOCTOR,B 1
0037 DIV A - TRAINING HOSPITAL May 2001 BBA5 DOCTOR,C 1
0037 DIV A - TRAINING HOSPITAL May 2001 BBA5 DOCTOR,D 1
Cancel
< Back
Next >
Finish

- Click **Other**
- Type ^ in the empty box
- Click **Next**

Move Reports to Excel

- Click **DMIS** column
- Select **Text** on Column data format
- Click **Finish**



Move Reports to Excel

Completed Worksheet

If MTF has inpatient mission, repeat for IWRR

	A	B	C	D	E	F
1	DMIS	DIVISION	MTH_YEAR	MEPR	PROVIDER	COUNT_WORKLOAD_TOTAL
2	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,A	1
3	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,B	1
4	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,C	1
5	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,D	1
6	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,E	1
7	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,F	1
8	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,G	1
9	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,H	1
10	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,I	1
11	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,JB	1
12	0037	DIV A - TRAINING HOSPITAL	May-01	BHAA	DOCTOR,JC	6
13	0037	DIV A - TRAINING HOSPITAL	May-01	BBA5	DOCTOR,L	1
14						

Reconciliation

Reconciliation

Reconcile **OWRR/IWRR** Against **EAS Summary View Report**

OWRR Report

DMIS	DIVISION	MTH_YEAR	MEPR	PROVIDER	PROV_NPI_ID	CLASS	COUNT_WORKLOAD_TOTAL
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BFDA	DUCK, DONALD D	1111111111	PSYCHOLOGIST	56
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BBD5	MOUSE, MICKEY	2222222222	OPHTHALMOLOGIST	12
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BBDA	MOUSE, MICKEY	2222222222	OPHTHALMOLOGIST	133
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BBDL	MOUSE, MICKEY	2222222222	OPHTHALMOLOGIST	46
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BEA5	PROVLAST,FIRST	3333333333	ORTHOPAEDIC SURGEON	22
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BEAA	PROVLAST,FIRST	3333333333	ORTHOPAEDIC SURGEON	173
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BEA5	[redacted]		ORTHOPEDIC SURGEON	4
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BEAA	[redacted]		ORTHOPEDIC SURGEON	109
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BBF5	[redacted]		PHYSICIAN	9
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BBFA	[redacted]		PHYSICIAN	135
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BDAC	[redacted]		PEDIATRICIAN	5
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BJAT	[redacted]		AEROSPACE MEDICINE PHYSICIAN	11
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BGAM	[redacted]		NURSE PRACTITIONER	192
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BAKA	[redacted]		NEUROLOGIST	61
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BFDA	[redacted]		PSYCHOLOGIST	46
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BEDA	[redacted]		CHIROPRACTOR	499
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BLBA	[redacted]		MEDICAL SPECIALIST	134
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BBAA	[redacted]		GENERAL SURGEON	9
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BDAC	[redacted]		PHYSICIAN	99
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BEA5	[redacted]		ORTHOPEDIC SURGEON	9
0033	AIR FORCE ACADEMY CLINIC	Feb-14	BEAA	[redacted]		ORTHOPEDIC SURGEON	112

EAS IV Summary View Report

Dmis Id	Month	Year	Parent Dmis Id	Uic	Fcc	Supe	Full Name	Task Number	Avail Hours SUM
0033	02	2014	0033	US0BFNPP	BFDA	87700	DUCK, DONALD D	01.04 MILITARY OTHER	NULL
			0033	US0BFNPP	BFDA	87700	DUCK, DONALD D	01.01 MILITARY LEAVE	NULL
			0033	FFBCD0	BFDA	87700	DUCK, DONALD D	BFDA_0033_FF	61.00
			0033	FFBCD0	BFDA	87700	DUCK, DONALD D	BFDA_0033_NF	20.00
			0033	FFBCD0	BFDA	87700	DUCK, DONALD D	BFDA_0033_NC	71.00
			0033	FFBCD0	GABA	87724	DUCK, DONALD D	GABA_0033	2.00
			0033	FFBCD0	GFAA	87724	DUCK, DONALD D	GFAA_0033	8.00
			0033	FFBCD0	FCEA	87700	MOUSE, MICKEY	FCEA_0033	16.00
			0033	FFBCD0	BBD5	87700	MOUSE, MICKEY	BBD5_0033	7.00
			0033	US0BF1C9	BBDA	87700	MOUSE, MICKEY	01.04 MILITARY OTHER	NULL
			0033	US0BF1C9	BBDA	87700	MOUSE, MICKEY	01.01 MILITARY LEAVE	NULL
			0033	FFBCD0	BBDA	87700	MOUSE, MICKEY	BBDA_0033	79.00
			0033	FFBCD0	BBDL	87700	MOUSE, MICKEY	BBDL_0033	17.00
			0033	FFBCD0	EBDA	87700	MOUSE, MICKEY	EBDA_0033	9.00
			0033	FFBCD0	GFAA	87724	MOUSE, MICKEY	GFAA_0033	11.00
			0033	FFBCD0	FCGA	87700	PROVLAST,FIRST	FCGA_0033_CS	6.00
			0033	FFBCD0	BEA5	87700	PROVLAST,FIRST	BEA5_0033	32.00
			0033	US0BF1C9	BEAA	87700	PROVLAST,FIRST	01.04 MILITARY OTHER	NULL
			0033	US0BF1C9	BEAA	87700	PROVLAST,FIRST	01.01 MILITARY LEAVE	NULL
			0033	FFBCD0	BEAA	87700	PROVLAST,FIRST	BEAA_0033	116.00
			0033	FFBCD0	EBEF	87700	PROVLAST,FIRST	EBEF_0033	18.00
			0033	FFBCD0	GFAA	87724	PROVLAST,FIRST	GFAA_0033	10.00

Reconciliation

- **If a Provider did not enter hours in the MEPRS code where they performed workload, transfer hours using *EXPENDITURE INQUIRY-ADJUSTING APPROVED TIME* instructions in the End-of-Month Processing Guide**
- **EDUCATE the Provider and Timecard Approver to ensure they document their time against the MEPRS code where they generate their workload**

Summary

- Report Information
- Spool OWRR
- Spool IWRR
- Log Reports to Text File
- Move Reports to Excel
- Reconciliation

Questions?